

**WYCKOFF DEPARTMENT OF PARKS AND RECREATION BOARD**  
**REGULAR MEETING**  
**January 16, 2017**

Tom Valente opened the Recreation Board Meeting at 7:30 p.m. in the Courtroom of Town Hall at 340 Franklin Avenue with the reading of the Open Public Meetings Act. "This Regular meeting of the Wyckoff Department of Parks and Recreation Board is now in session. In accordance with the Open Public Meetings Act, notice of this meeting has been posted on the bulletin board in the Memorial Town Hall and the Recreation Office; a copy has been filed with the Township Clerk, *The Ridgewood News*, *The Record*, and *The North Jersey Herald and News*, all papers with general circulation throughout the Township of Wyckoff." At least 48 hours prior to this meeting the agenda was similarly posted, filed and mailed to said newspapers.

Members Present: Tom Valente, Chris Beane, Moe Ismael, Rich Sica, Jeff Eischen, Hayley Rooney, Heather Alnor, Ed Pettit

Members Absent: Doug Arone, Sue Buchanan

Staff Present: Andy Wingfield, Recreation Director

Brian Scanlan, Township Committee Liaison to Recreation Board

The minutes of the December 18, 2016 meeting were discussed. A motion to approve the minutes was made by Moe Ismael and seconded by Chris Beane. The motion was carried.

**Recreation Director's Report:**

**Nomination & Election of Chairperson:**

The Director asked for nominations for the 2017 Board Chairperson. Doug Arone completed one year as Chairperson in 2016. Heather Alnor motioned that Mr. Arone continue as Chairperson in 2017 and Tom Valente seconded the motion. All in attendance were in favor of electing Doug Arone as the 2017 Recreation Board Chairperson.

**Re-Establishment of & Election to Code of Conduct Sub-Committee:**

The Director reviewed the need for a Code of Conduct Sub-Committee with the Board and explained its purpose. He advised that the Sub-Committee has been in place for three years so that Board members could review and decide on any situations involving coaches or parents who are alleged to have violated the Department's Code of Conduct. Heather Alnor made a motion to re-establish the Sub-Committee and Moe Ismael seconded the motion. The vote to carry the motion was unanimous. After re-establishing the sub-committee, the Board appointed Jeff Eischen, Hayley Rooney, and Ed Pettit to the 3 openings. The Director thanked Tom Valente and Sue Buchanan for their efforts on the Sub-Committee over the past 3 years.

**Re-Establishment of Reciprocal Facility Use & Facility Rental Policies:**

The Board unanimously approved the re-establishment of the Reciprocal Facility Use & Rental Policies for 2017. The reciprocal use policy establishes that there are relationships between the Township and other organizations such as Ramapo High School, Eastern Christian Middle School, Hawthorne Christian, the Torpedoes Soccer Club, the Wyckoff YMCA, and more wherein the facilities of each are used by the other in exchange for similar uses of the other's facilities during the year for the benefit of our residents. No fees are collected for such use. The Facility Rental Policy dictates the cost for the rental of the Township's facilities and the procedures by which the Recreation Department may rent our fields and facilities and the need for the Recreation Board to approve all such rentals.

**Recommitment to Passive Recreation Programming in 2017:**

The Board reviewed the many passive programs established by the Department in 2015 and 2016 and committed to continuing this type of programming going forward. The Board was advised by the Director that their assistance is required for some of the programs such as Movie Nights where setup and teardown help is needed during these events. The Director advised that advertising and programming has already begun for 2017 for our Arts and Crafts and Chess programs and we are looking to set the dates and movies for Movie Nights this year which have been very popular over our first two years.

**Recreation Equipment Bid – 2017 Process Complete:**

The Director advised the Board that the competitive bid process for 2017 for Recreation Equipment is complete. 10 vendors responded to our bid request for equipment, field paint, and uniform prices. These prices were compared and evaluated for the lowest cost and the low bidders were awarded the contract for each individual item on the bid. In order to obtain the lowest prices due to high quantities, Franklin Lakes and Oakland also participate in this process. Over 90 of the item prices on the bid this year of over 200 items were lower than last year indicating that the competitive process is one that enables the Township to obtain the best possible price for the items we purchase throughout the year.

**Recreation Baseball & Softball and 1<sup>st</sup> & 2<sup>nd</sup> Grade Lacrosse Registrations Ongoing:**

The Director announced that the Department is currently accepting online registrations for Spring Baseball and Softball, as well as our 1<sup>st</sup> & 2<sup>nd</sup> Grade Lacrosse Clinic and that registration will end on February 3<sup>rd</sup>. This is the first year our 1<sup>st</sup> & 2<sup>nd</sup> Grade Lacrosse Clinic will be outdoors (previously during the winter indoors) which should be a tremendous benefit to the children who participate. The Recreation Department will schedule 1<sup>st</sup> and 2<sup>nd</sup> grade lacrosse so that it does not conflict in any way with baseball and softball so that parents can have their children participate in both if they so choose.

**Recreation Baseball & Softball Director Recommendation:**

Andy Winston, for at least the 12<sup>th</sup> consecutive year, has volunteered to be the Program Director for Recreation Baseball & Softball and continues to be a valuable volunteer in our program. The Director recommended him as Program Director for 2017 after which Hayley Rooney motioned to approve him and Ed Pettit seconded the motion. The Board voted unanimously to accept this recommendation.

**2017 Recreation Lacrosse Program Director Recommendations :**

The Director recommended two additional long time volunteers to head the Boys and Girls Lacrosse Programs in 2017. Sal Sassano was recommended as the Boys Lacrosse Program Director and John Onderdonk as the Girls Lacrosse Program Director. Tom Valente motioned to approve these two volunteers and Jeff Eischen seconded the motion. These gentlemen were unanimously approved by the Board.

**Open Comment Period:**

No comment.

**Report from Board Members:**

None

**New or Old Business:**

None

The meeting was adjourned at 8:15pm.

Respectfully submitted,

Andy Wingfield

Director, Wyckoff Recreation & Parks